

**EAST PROVIDENCE SCHOOL DEPARTMENT**

**East Providence School Committee**

**East Providence City Hall - Council Chamber**

**145 Taunton Avenue**

**East Providence, Rhode Island 02914**

**May 13, 2014**

**Open Session**

**Mr. Monteiro, Chairman, called the meeting to order at 6:30PM.**

**Members Present: Timothy Conley, Anthony Ferreira and Joel Monteiro. Members Absent: Elizabeth Clupny and Richard Pimentel.**

**Also present: Kim Mercer, Superintendent of Schools.**

**Motion made by Mr. Conley to convene in Executive Session for purposes of discussing:**

**Personnel – R.I. Gen. Laws §42-46-5(a) (1); Collective Bargaining R.I. Gen. Laws §42-46-5(a) (2); Litigation//Pending Litigation-R.I. Gen. Laws §42-46-5(a) (2), seconded by Mr. Ferreira. Vote 3-0.**

**School Committee returned to Public Session at 7:30 PM; motion by Mr. Conley to close the executive session and to seal the minutes of the executive session, seconded by Mr. Ferreira. Vote 3-0.**

**Report Executive Session Votes - None**

**The Pledge of Allegiance to the Flag and a Moment of Silence were observed.**

**Student/Staff Recognition - CTC Students – Competition Awards – Director Karen Mellen was present to congratulate students and staff from the Career/Technical School.**

**Student Liaison Report – Joshua Concepcion presented a report on high school activities and events. He was recognized for his service to the School Committee and the community during his high school career.**

**Public Comment I – Agenda Items - None**

### **Superintendent's Report**

**Stage II Construction Application – SMMA – Kim Mercer, Superintendent, reported that another Stage II application had been sent to RI Department of Education in order to receive reimbursement; there is now a line item for capital in the budget, since we were told we would be reimbursed only if in the budget. Mr. DaSilva from RIDE toured buildings to view the construction which was completed and the plan for the next five years. The new application has been submitted and will not be approved until August. The Commissioner can approve \$500,000 in construction**

and it is hoped this will be approved. Mr. Monteiro read a letter addressed to the Commissioner of Education detailing the projects to be completed.

### **Facilities Update**

Mr. Edward Catelli reported that he expected that the high school science lab would be completed in ten days; some of the work will be completed in house this week; certificate of occupancy next week; he expects final punch list this week for Waddington and Oldham; will schedule walk through of all buildings with School Committee. Career/Technical Center – final completion of administration office and auditorium; some items to be completed in house; looks great; excellent job. Whiteknact roof project to be awarded to Bahry Construction.

Mr. Ferreira asked about a walk through and punch list; taxpayers look to spend millions dollars more; we need a walk through; need to have a meeting to manage staff; issues regarding check list; have to find ways to get staff for Ed Catelli; there are some issues and we need to meet to figure out how to fix that; cutting staff is biting us back; going forward have to meet to discuss staff; thanks to Ed for all the hard work. Mr. Catelli noted lack of staff at the two middle schools and the high school. Mr. Ferreira added one staff there now, used to be four; same at Riverside Middle School; little overwhelming.

## **Waddington Playground**

**Mr. Catelli – even though playground was donated, the insurance company said the equipment is 15 years old and not useful anymore; there is a full report from the RI Interlocal Trust regarding the deficiencies in the playground and the fact that it cannot be used; we had two playground companies come in and we are exploring the special needs population at Waddington; will have three prices from playground manufacturers and will make a decision in about ten days.**

**Mr. Ferreira thanked Mr. Catelli for being there for playground set up and thanked to Jessica Beauchaine for working on the project as she has in the past. Mr. Catelli responded that it was a great event; great community response; John Carnevale has raised money to put basketball courts back in shape; he has been a great ambassador for the city; Riverside and Martin Middle Schools will have refurbished gyms and Martin will have two full basketball courts.**

**Mr. Monteiro requested a motion to send the letter discussed earlier in the meeting to RIDE Commissioner Gist. Motion by Mr. Conley to authorize the Superintendent to send the letter regarding the Stage II application, seconded by Mr. Ferreira. 33333Vote 3-0.**

## **Personnel Report on Resignation/Leaves of Absence/Retirement**

### **Retirements:**

**Charles Hassell Jr-Grade 3 Teacher-Oldham-Effective End of 2013/2014 School Year**

**Maria Teixeira-Teacher Assistant-ORLO-Effective End of 2013/2014 School Year**

## **RESIGNATION**

**Daniela Malkasian-Teacher Assistant-ORLO-Effective 04/17/2014**

## **LEAVE OF ABSENCE**

**Sheri Mancinho -Grade 3 Teacher-Whiteknact-2014/2015 School Year**

**Gregory McCarthy-Summer School Principal-MMS-Summer 2014 (1 yr)**

## **FMLA**

**Kimberly Forrest-Special Ed/Resource Teacher-Whiteknact-Effective 06/02/2014 – 06/27/2014**

## **Consent Agenda**

**Finance Report – Kim Mercer reported revenues and expenditures as of April 30, 2014.**

**Motion by Mr. Conley to accept, seconded by Mr. Ferreira. Vote 3-0.**

## **Action Items**

**High School Schedule – Principal Janet Sheehan reported that high school staff have been working on a new schedule for next year; we currently have block scheduling;**

instruction not equitable for our students; teachers wanted to see students every day and this schedule would allow for that. The schedule rotates classes; not same class at beginning and end of day; faculty approve of the change and the Superintendent supports this change in the schedule. Ms. Sheehan thanked the Superintendent and faculty Members who have worked for two years to make it possible to move away from block scheduling. Motion by Mr. Conley to approve schedule change, seconded by Mr. Ferreira. Vote 3-0.

## **Personnel Appointments/Recalls**

### **Appointments**

Leslie Hahn-Library/Media Specialist-Orlo/Whiteknact-Effective 05/19/2014

Lisa Lehmuller-Library Media Specialist-Henn/KH-Effective 5/20/2014

Christina Salois-French Club Advisor-EPHS-Effective 2013/2014 School Year

Jade Sisti-Art Club Advisor-EPHS-Effective 2013/2014 School Year

Motion to approve by Mr. Ferreira, seconded by Mr. Conley. Vote 3-0.

### **Recalls:**

Julie Braga – Foreign Language – Spanish – High School

Lauren D'Ambra-Grade 3-Elementary

**Denise Lebreque – Grade 2-Elementary**

**Jonathan Souza-Social Studies-High School**

**Erin Stevenson-Social Studies- High School**

**Lianne Correia – Special Education - RMS**

**Motion to approve by Mr. Ferreira, seconded by Mr. Conley. Vote 3-0**

**Substitute Pay –Superintendent, Kim Mercer, was asked to present the cost to increase substitute teacher pay; we currently pay \$80 per day; information included in packet to pay up to the 95th day; based on year before day to day subs. Mr. Conley asked if we have a problem getting subs; The Superintendent recommended tabling the item until budget is completed. Mr. Ferreira noted that going forward we need to look at the 7000 days of bringing in substitutes. Mr. Monteiro thought that was a great point; this does not include long term subs. The Superintendent explained that personnel may be out for a long period of time. Motion by Mr. Conley to table until further analysis as recommended by the Superintendent, seconded by Mr. Ferreira. Vote 3-0.**

**Local 2969, RI Council 94 AFSCME – MOA for Custodial Comp Time – Kim Mercer explained that the MOA is a combination of three others from 2000, 2008 and 2009; all have to do with overtime and comp time and when she met with reps about calculating overtime, all concluded there was a need to combine the three into one because of confusion about the intent. This involved only one language change and details**

were added about who would get the paperwork. Motion to approve by Mr. Ferreira, seconded by Mr. Conley. Vote 3-0.

Payroll Calendar 2014-2015 – Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0.

#### **Requisitions – Bill List**

##### **Warrant #**

1387	4/14/14	\$	241,019.00
1388	4/16/14	\$	1,851.16
1389	4/22/14	\$	4,817.60
1390	4/22/14	\$	844,622.99
1391	5/2/14	\$	50,871.00
1392	5/5/14	\$	6,000.00
1393	5/5/14	\$	1,105,912.09
1394	5/6/14	\$	121,353.82

Motion to approve by Mr. Ferreira, seconded by Mr. Conley. Vote 3-0.

Awarding of Bid - Whiteknact School Roof – Superintendent Mercer recommended bid award to Bahry Construction. Mr. Monteiro noted there were five responses to the RFP; Barhy was the low bidder. Mr. Ferreira requested that Ed Catelli provide a summary of the scope of work. Mr. Catelli responded that there would be a full tear down of the roof and repair of the gypsum underneath; also, flashing, gutters and down spouts, dry wells, etc. This will be a complete renovation project; if any damage to gypsum, the contractor will replace ceiling



tiles in about three to four classrooms. Because of the asbestos removal, the entire school will be emptied out and teachers will be asked to pack up all materials; there will be a complete shutdown of the entire school; this work needs to be done; doors need to be replaced and then there will be a total cleaning of the school following the asbestos removal; timeline is completion by start of school. We also had issues at other schools and had to spend time there; RFP being done for roof and asbestos; important to put out the RFP; beginning of last year cost was \$1.4 million and it is now \$790,000; the contractor wanted it, not like June; it is advantageous for us to put our product out in January and February; May and June is too last minute; the sooner, the better so contractors are more competitive. Motion by Mr. Ferreira to approve recommended awarding of the bid to Bahry Construction; seconded by Mr. Conley. Vote 3-0.

Waddington Playground – Mr. Monteiro recommended the allocation of \$25,000 for playground equipment for special needs children in the Early Learning Program at Waddington School; Mr. Ferreira noted that the funds are just for the purchase of equipment; labor will be done by community members.

Motion by Mr. Ferreira to approve the allocation of funds, seconded by Mr. Conley. Vote 3-0.

RIASC Dues –Discussion regarding the annual dues to the RI Association of School Committees; what is included; is it worth the

investment. Mr. Conley asked if we could get closure on the benefit of bargaining on utility costs; is membership worth it and do the savings match up. Motion by Mr. Conley to table the matter for further discussion, seconded by Mr. Ferreira. Vote 3-0

**Resolution Supporting Bill H-7095 and S-2269 – State Aid to Education-** - Mr. Monteiro read the resolution; purpose is to get funds where needed immediately; School Committee endorsed; need passage to then forward to the State House. Motion by Mr. Conley to approve, seconded by Mr. Ferreira.

**Vote 3-0**

**Revised Policies – Superintendent recommended Second Passage:**

#### **IV.D.1. Placement, Promotion, Retention and Grading and the Compulsory Education Policy**

**Discussion:** Mr. Monteiro commented on high school general requirements, requirement of graduation standards, talks about testing; Senate likely to pass bill to eliminate need; does not make sense to make it more general; he is against test requirements for graduation.

**Superintendent Mercer** stated that we can update if changes are made and recommended passage since it is the state requirement now. **Dawn August**, Curriculum Coordinator explained that the policy

would allow us to have consistent expectations regardless of who is teaching; students only have to take the portion they need; this combines direct teaching and computer; uses on line module; charging just to cover the cost; not eliminating summer school; just delivery. Mr. Ferreira had concerns about students having access to a computer. Mr. Conley asked about the policy on retention and what we are doing about that now.

Dawn August explained they are trying to get a handle on that and have put in more supports less demands first year; changes will spread out requirements so students can have success first year; more students repeat than we would like; we need to build in better supports to reduce retention rates.

Motion by Mr. Conley for second passage of policy IV.D.1. Placement, Promotion, Retention and Grading and the Compulsory Education Policy, seconded by Mr. Conley. Vote 3-0

Revised Policies – First Passage: Kim Mercer, Superintendent explained contractor recommended changes on the following policies:

III.A. Line Staff Operation - Recommendation to take language from III.C and eliminate that one; original chart has names on it and should just have functions included in policy; no names; no language change

III.B. Administrative Organization – no changes

III.C. Organization in Terms of Function-delete; moved to III.A;

majority of jobs no longer exist; recommendation of Mr. Sweeney to include all job descriptions on organizational chart

III.D. Administrative Areas of Responsibility – Delete – recommended to drop this policy; the Superintendent recommended adding job descriptions of personnel currently employed in East Providence.

III.E. Supervisory Principalship – noted RIDE requirements

III.F. Administrative Council –recommended changing word Council to Meetings

II.G. Administrators Attendance at School Committee Meetings –Superintendent would like language change to “Superintendent may request administrators to attend when needed”

III.H. Evaluation of the Superintendent – Superintendent reviewed old and new policy

Votes on first passage of policies:

III.A. Motion by Mr. Conley to approve, seconded by Mr. Ferreira.  
Vote 3-0

III.B – no revisions – no changes - Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0

III.C – move and eliminate – Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0

Discussion: Mr. Ferreira would like to add: “organizational chart will be kept current as structure changes”

**3D – delete - Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0**

**\*Add Job description to front of policy handbook**

**IIIE Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0**

**IIIF Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0**

**IIIG Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0**

**IIIH Evaluation of Superintendent - changed to set goals**

**Mr. Monteiro requested that the language remain in regarding “review of his/her staff members in order to review evaluations on senior administrators members” to evaluate the Superintendent on how she/he manages her staff; Motion by Mr. Conley to approve, seconded by Mr. Ferreira. Vote 3-0; approved with changes regarding central administrative staff members.**

**Old Business**

**PTA Reports - None**

## **Public Comment II – Non Agenda Items**

**Question from a parent regarding Waddington playground and the perception that playground equipment was donated by Philharmonic; after we found out this was needed for accreditation; was it made public.**

**Discussion: concern that parents did not know that the ELC needed to have playground for accreditation; thought donation was for all Waddington students to enjoy; why focused on playground equipment when resources are needed for classrooms; after became apparent to her; shocked to hear about accreditation.**

**Superintendent Mercer explained that when she started in East Providence, the decision to move the ELC to Waddington and the playground was required; just looked at a few weeks ago; she apologized if it was not communicated well enough; \$25,000 is a lot of money and we would not take it lightly to spend it; this will allow students to use it whether handicapped or not; accreditation is part of it, but the kids there deserve it; beautiful playground there had to be reason to do it; different type for population there.**

**Mr. Ferreira – when the decision was made to move students to that location, they needed a playground; it was clear from the start.**

**Speaker – has child with special needs – why spend money on that and not on classrooms; never delineation specific for ELC.**

**Jess Beauchaine– Waddington playground – commented that her understanding was that Oldham playground equipment would follow students; then outside equipment at Meeting Street School – she was upset that we could not use it; Meadowcrest taken apart and moved; her daughter is at Waddington – is it two schools now?**

**Discussion: Mr. Conley - two perceptions; ELC housed at Waddington; his personal opinion; construction at midnight hour; he takes responsibility. Mr. Monteiro noted both have the same Principal.**

**Hillary Fournier Co-President of PTA – two budgets for the school housed under one building; they have invited parents; it has worked out well; needs to be well communicated; playground needs of ELC; she looked at budgets; two gives impression of two school.**

**Mr. Conley commented that the School Committee needs to work on this; perception is correct.**

**Mr. Monteiro - CTC still the High School – very important that each school encompass entire community as a whole.**

**Hillary Fournier – need better communication; if one school K-5 to benefit from ELC; separate OT, speech, for both sides as parent, her child could benefit; considered Waddington student with teachers on that side; when doors shut-separate schools; has to be full**

**disclosure.**

**Kim Mercer stated there was no intention to hide anything from anyone; we had it, then we did not.**

**She has a problem about full disclosure; she takes full responsibility; not cohesive set up; will talk to principal; make it a better place; doors were closed because 3-4 year olds run around.**

**Mr. Ferreira will get help to build it; other issues coming to forefront.**

**Mr. Conley - has son receiving same services; much nicer facility services should be for all.**

**Superintendent will request that Eileen Crudele, Special Education Director, talk about how service providers can benefit all decisions made.**

**Mr. Monteiro - parent function with Principal communication involved; there is a process to everything; all adults; he shares frustration; hopes this will end well.**

## **Announcements**

- Graduation Date - June 13, 2014**
- Last Day of School - June 25, 2014**
- CTC Graduation – May 21, 2014**



**Motion to adjourn by Mr. Ferreira, seconded by Mr. Conley. Vote 3-0.**

**Respectfully submitted**

**Patricia A. Iannelli, Administrative Assistant**

**Elizabeth Clupny, Clerk of the Committee**